**LCS PTO Meeting Minutes**

*January 15, 2014 9-11am*

*LCPC Annex 2*

**Attendance:**

Zaida Harrison, Pam Haviland, Karen Feringa, Debbie Nungester, Praichi Jain, Larissa Milligan, Heather Whyte-Kattas, and Susan Gibbons

**Review of Minutes**

The minutes were reviewed. Correcttions included the removal of the word “back” under Financial Reports. Under Committee updates “Discussions regarding the PTO positions are to”. Under Advisory Meeting Update “The MAP testing is a computerized test”. Zaida Harrison made a motion to approve the minutes with the advised corrections. Pam Haviland seconded the motion. All voted in favor.

**Electronic Votes**

An electronic vote occurred for the Spring Social on March 8th at Somerset Hills from 7:30-10:30pm at the Somerset Hills Hotel. Three appetizers will be served along with a buffet and open bar. There will be an 18% gratuity. The PTO needs more than 50 people at $75 per person. The PTO discussed and approved the event. The total cost for 50 people will be $3,146.

**Financial Reports**

Pam Haviland and Karen Feringa provided a report on the month’s financial documents. The board reviewed the documents. Pam Haviland noted that the $100 was for the teacher and holiday breakfast. A deposit was made for the DJ for the fifth grade celebration. There were discussions over maintaining the budget for upcoming events. Zaida Harrison made a motion to approve the financial reports. Debbie Nungester seconded the motion. All voted in favor.

**Communications and Website Update**

Heather Whyte-Kattas reported that the website is updated. The PTO board will continue to look into a back up position. It was discussed that a new process should be put in place. When there are new families Debbie Tracey sends the directory to Debbie Marcus. Debbie Marcus should scan the directory form and send it to Heather Whyte-Kattas and Caring Community.

**Committee Updates**

Spiritwear Committee- The blast for Spiritwear was sent out. There was approximately $225 worth of merchandise purchased.

Enrichment Committee- The committee met on Monday with Bridget Jaeger. Bridget has everything completed for this year and has set up everything for next year. Elizabeth Sevona agreed to take responsibility for next year. The alternate proposal reviewed in previous PTO meetings will be discussed with Dr. Pecoraro. Bridget suggested that Elizabeth look for a 2-3 person committee. Elizabeth will maintain the schedule and inform the photographer from each grade of each grade. The photography committee needs one more photographer for the kindergarten. May 15 is the deadline for the teachers to submit requests. The one breakdown is that there may be less enrichment if the teachers don’t proactively seek to book enrichment events.

**New Business**

*Logo*

Debbie shared the potential logos with the board. Debbie will send two back for additional revision and samples.

*Multicultural Day*

Zadia Harrison reported that the Irish dancing assembly is February 5. The committee is still looking for a craft. One idea was to have a lunch in the Music Room on the Friday of Multicultural week and to do the craft then as well. The week will be March 10-14.

*Advisory Meeting Update*

Zaida Harrison reported that Audrey, the president of the advisory group is moving and Robin Mckeon from LCS will replace Audrey. With regard to the letter writing campaign discussed last month, the state has approved the funds if Bernards BOE can submit the documentation that it is needed. The BOE is gathering the appropriate information. They are going to revive the Rise (Residents In Support of Education) Committee to address the issue. WAMS Lunch and Laugh is April 24 at the Basking Ridge Country Club from 10am-2pm.

*Security*

Zaida Harrison reported that the BOE is still completing the study. Susan Gibbons suggested that the PTO request information regarding when the study will be completed and request a copy of the recommendations.

*WAMS*

It was noted that on the WAMS website on the guidance home page there are documents that disclose the academic process for course offerings.

The meeting was adjourned by Zaida Harrison at 11am.